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MR/1 54-2740

30 August 1957

CONFIDENTIAL

MEMORANDUM FOR THE RECORD

SUBJECT: JOF Program

REFERENCE: Memorandum for the record dtd 23 Aug 57 fr EA-DD/S,
subj: OPA Operating Budget FY 1958

In accordance with paragraph 2(c) of referenced memorandum a follow-up meeting was held in the East Building Conference Room on 26 August, to discuss further the ceiling and budgetary problems of the JOF Program. During the course of the meeting the subject of External Training was also discussed. Present were Colonel White, Messrs. Baird, [redacted] Saunders, [redacted] (representing the Office of the DD/P), and [redacted] (representing the Office of the DD/I).

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A. JOF Program

(1) Colonel White opened the meeting by saying that it was his view -- and he believed the view of the other Deputy Directors -- that the JOF Program is one we should expand rather than cut back. He said, however, that with a ceiling of 100 the time that a JOF spends on the JOF roles must be shortened and ways devised to permanently assign JOFs promptly upon completion of adequate training.

(2) The discussion brought out the need for an Agency policy which would insure that JOF roles were exhausted before recruiting elsewhere for candidates for vacancies which could be filled by JOFs. Examples were given where lateral recruitment efforts brought into the Agency employees who were subsequently nominated for the JOF Program and found not to be up to JOF standards. In a couple of instances it was questionable as to whether the employees even should have been hired. [redacted] indicated that present controls in DD/P would preclude lateral recruitment of this kind taking place in the future.

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(3) Mr. Baird reiterated his feeling that the Office of Personnel should determine all those jobs that could be filled by JOFs, and then, on the basis of anticipated attrition rates, arrive at a firm figure which could be used as a guide in recruiting JOFs.

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B. External Training

(1) The question of ceiling for External Training was discussed and it was the general consensus that employees nominated and approved for External Training programs should be charged against their home office or the office which is to benefit from the training.

(2) Regarding the 100-slot program for overseas language training, Colonel White suggested that it might be wiser to establish a "kitty" for this program, rather than charging individuals selected against their home office. It was agreed, however, that to obtain a "kitty" for this program would require levying additional cuts on various offices which, in view of recent cuts, would aggravate the problem with which various components are trying to cope in getting down to ceiling. No decision was reached on this latter point.

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Executive Assistant to the
Deputy Director (Support)

Distribution:

Orig-DE/S subject

1-D/Training

1-JOP

25X1A

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1-D/person

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1-O/OS/I

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